



MINNESOTA
PUBLIC EMPLOYEES
RETIREMENT ASSOCIATION
OF MINNESOTA

Working Title: Agile Product Owner - Pension Services
Job Class: Management Analyst 4
Agency: Public Employees Retirement Association

- **Job ID:** 65113
- **Location:** St. Paul
- **Full/Part Time:** Full-Time
- **Regular/Temporary:** Unlimited
- **Who May Apply:** Open to all qualified job seekers
- **Date Posted:** 04/25/2023
- **Closing Date:** 05/08/2023
- **Hiring Agency/Seniority Unit:** Public Employees Retire Assoc / Pub Employ Retire Assoc-MAPE
- **Division/Unit:** Personnel / Benefits Operations Department
- **Work Shift/Work Hours:** Day Shift
- **Days of Work:** Monday - Friday
- **Travel Required:** No
- **Salary Range:** \$29.92 - \$44.38 / hourly; \$62,472 - \$92,665 / annually
- **Classified Status:** Classified
- **Bargaining Unit/Union:** 214 - MN Assoc of Professional Empl/MAPE
- **FLSA Status:** Exempt - Administrative
- **Telework Eligible:** Yes
- [Designated in Connect 700 Program for Applicants with Disabilities:](#) Yes

Make a difference in the lives of Minnesotans.

The work you'll do is more than just a job. Join the talented, engaged and inclusive workforce dedicated to creating a better Minnesota.

Job Summary

This position exists to manage the implementation of PERA's strategic plans by logically and analytically investigating business systems, identifying options for improving business systems, and bridging the needs of the business with the use of information technology (IT).

This position will work to effectively create and submit user stories that are impactful to the business users and to perform user acceptance testing when the enhancements are ready for implementation. The incumbent in this position will work in coordination with the other product owners and provide back up support when necessary.

This position will also serve as a liaison and resource to other PERA staff on technology related issues and ongoing enhancements. This position will also work with staff to build and maintain operational reporting requirements.

This position will primarily be telework, with the occasional need to be onsite and in-office as scheduled or when workload requires.

A recruiting incentive of up to \$5,000 is being offered to finalists who are new to the classification level. The incentive shall be paid in two installments, the first of which occurs after successful completion of the required probationary period, in a lump sum effective the pay period following the new hire's certification, and the second of which occurs after two years of continuous satisfactory service in the position.

This job posting will be used to fill three (3) MA4 positions.

Minimum Qualifications

Three (3) years of experience writing enhancement requirements, user stories or testing requirements OR implementing new business process/business improvements in an Agile product environment.

*A Bachelor's degree in Mathematics, Computer Science, or Information Systems may substitute for one (1) year of experience.

Years of experience **must** demonstrate the following:

- Expert foundation in mathematics including financial theory, compound interest, present value and other related calculations.
- Strong analytical and problem solving skills, attention to detail, and ability to exercise sound judgment in making decisions

- Communication skills sufficient to deliver quality communications to diverse audiences, verbally, and in writing, to convey complex technical, legal and financial information in simple and understandable ways.
- Strong computer skills in Microsoft Office including Excel, Word, and Access, and custom applications
- Ability to identify problems, determine solutions and take action and/or make recommendations for problem resolution
- Managing a variety of cases and issues such as, but not limited to, pension, retirement, disability and survivor benefits
- Ability to work well both independently, and within a team setting, set priorities, multitask, and meet deadlines with limited direction

Preferred Qualifications

- Bachelor's degree in Mathematics, Computer Science, Information Systems, or related field
- Experience in common pension benefit calculations including retirement, disability, and survivor
- Experience sufficient to provide lead system testing capabilities
- Experience supporting programs or projects in technology initiatives
- Experience with Minnesota Statutes, FINRA requirements, IRS regulations or other legal requirements

Physical Requirements

Requires occasional lifting and carrying of articles such as file folders, ledgers, and small office equipment. Although a sedentary job is defined as one that involves sitting, a certain amount of movement is often necessary in carrying out job duties.

Additional Requirements

It is the policy of the Retirement Systems of MN that all employees submit to a background investigation prior to employment. The background check may consist of the following components:

- SEMA4 Records Check (applies to current and past State employees only)
- Criminal History Check
- Employment Reference Check
- Social Security and Address Verification
- Education Verification
- Driver's License Check

**The Retirement Systems will not sponsor applicants for work visas. All applicants must be legally authorized to work in the US.

How to Apply

Select "Apply for Job" at the top of this page. If you have questions about applying for jobs, contact the job information line at [651-259-3637](tel:651-259-3637) or e-mail careers@state.mn.us. For additional information about the application process, go to <http://www.mn.gov/careers>.

Please contact Robin Gilmer at robin.gilmer@mnpera.org or [651-201-2679](tel:651-201-2679) if:

- You have questions about this position.
- You wish to receive consideration as a Connect 700 Program applicant, apply online, e-mail the Job ID#, the Working Title and your valid Proof of Eligibility Certificate by the closing date to Robin Gilmer by the posting close date.
- You are an individual with a disability and need to request an accommodation for a scheduled interview.

About Public Employees Retirement Association

The Public Employees Retirement Association (PERA) is a lifetime income, cost-sharing retirement plan for Minnesota public employees.

We serve over 440,000 current and former public employees from 2,100 governmental agencies and pay monthly benefits to more than 125,000 retirees, disabled members, and survivors of deceased members. Our members are social workers, firefighters, nurses, police officers, correctional officers, snowplow drivers, attorneys, and paraprofessionals. The services they provide and the work they do make our communities better.

Why Work for Us

Diverse Workforce

We are committed to continually developing a workforce that reflects the diversity of our state and the populations we serve. The varied experiences and perspectives of employees strengthen the work we do together and our ability to best serve the people of Minnesota.

A recent engagement survey of State of Minnesota employees found:

- 95% of employees understand how their work helps achieve their agency's mission
- 91% of employees feel trusted to do their jobs
- 88% of employees feel equipped to look at situations from other cultural perspectives when doing their job
- 87% of employees report flexibility in their work schedule

Comprehensive Benefits

Our benefits aim to balance four key elements that make life and work meaningful: health and wellness, financial well-being, professional development, and work/life harmony. As an employee, your benefits may include:

- Public pension plan
- Training and professional development
- Paid vacation and sick leave
- 11 paid holidays each year
- Paid parental leave
- Low-cost medical and dental coverage
- Prescription drug coverage
- Vision coverage
- Wellness programs and resources
- Employer paid life insurance
- Short-term and long-term disability
- Health care spending and savings accounts
- Dependent care spending account
- Tax-deferred compensation
- Employee Assistance Program (EAP)
- Tuition reimbursement
- [Federal Public Service Student Loan Forgiveness Program](#)

Programs, resources and benefits eligibility varies based on type of employment, agency, funding availability, union/collective bargaining agreement, location, and length of service with the State of Minnesota.

AN EQUAL OPPORTUNITY EMPLOYER

Minnesota state agencies are equal opportunity, affirmative action, and veteran-friendly employers. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at [651-259-3637](tel:651-259-3637) or e-mail careers@state.mn.us and indicate what assistance is needed.